

Technical Assistance Package for Demolition/Disposition Applications - Checklist

Checklist and Instructions

HUD-52860	The HUD-52860 form is the official document that must be included with all demolition/disposition applications, and will be used by Special Applications Center personnel to review each application. Use of this form is required by HUD.
Offer of Sale	In many cases, the development for which demolition/disposition activity has been proposed must be offered to the resident organization in place for that development. This Offer of Sale example was prepared to assist applicants with regard to the offer of sale requirement, and should be modified in accordance with the conditions of each application.
Relocation Plan	Applications affecting occupied units within a development must include a Relocation Plan. Applicants should review the relevant regulation to determine whether or not the Uniform Relocation Assistance and Real Property Acquisitions Act (URA) also applies to a particular application. Alternatively, demolition/disposition applications affecting vacant developments must include a description of the circumstances that led to the vacancy or the manner in which residents were relocated.
Time Table	Applications must include projected dates for significant milestones in the process. Progress in relation to these dates these projected dates will be monitored by HUD and reporting to Congress. This Time Table example was prepared to assist applicants with regard to the time table requirement, and should be modified in accordance with the conditions of each application.
Board Resolution	Demolition/Disposition applications must include a Board Resolution in support of the application. This Board resolution example was prepared to assist applicants with regard to the Board Resolution requirement, and should be modified in accordance with the conditions of each application.

Except for the application form itself, HUD-52860, none of these documents are a HUD requirement. Applicants must address all of the points raised in this guidance in order to submit a complete application, but they will have flexibility regarding the format of the information.